



INSTRUCTIONS FOR FILING TOWNSHIP DRAINAGE DITCH PETITION



COUNTY CONSTRUCTION – DRAINAGE SYSTEM IMPROVEMENT



STEP – BY – STEP INSTRUCTIONS

1. Obtain a County Auditor's Tax Parcel Map – and GSI Overhead Satellite Photo Topography Map and/or Auditor's Tax Duplicate Parcel Map and Eagleview Overhead Photo Map of your property and surrounding areas that will show the drainage problem areas that are damaging your property.
2. Call and make an advance appointment with the Trumbull County Engineer's Office at the North Road Headquarters and Main Facility Building:



David DeChristofaro, PE, PS - Phone: **(330) – 675-**

Trumbull County Engineer's Office
650 North River Road NW
Warren, Ohio 44483

3. The County Engineer will then survey the drainage problem area and prepare preliminary design plans for the county single drainage ditch project.
4. After completing his review and preliminary plans the County Engineer must certify in writing that construction of the drainage ditch improvement project is necessary and will benefit the petitioner(s).
5. The County Engineer must also certify that benefit of the construction of the drainage ditch project to the petitioners and property owners that benefit from the project, is greater that the cost of the construction improvement project.
6. The Petitioner must then attach the paperwork prepared by the engineer to the Petition Form before circulating the Petition for Owner's Signature.
7. Once all of the Petition Documents are attached to the Petition Form, the Petitioner(s) can then circulate the Petition for Signatures. The Petition only requires the signature of one qualified owner. However, the more signatures contained on the Petition, the greater the change that Engineer and Commissioners will move forward with the construction of the drainage ditch improvement project.
8. After all of the signatures have been attained, and the circulator's verification is completed, the completed petition is then delivered to the Clerk for the Board of County Commissioners.

Prepared by Mark S. Finamore, Esq. , Turner, May & Shepherd , Township Special Legal Counsel